

KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
October 11, 2016

A regular meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on October 11, 2016.

MEMBERS PRESENT

Mark G. Oerther, Chairman
Robert P. Johnson, Vice Chairman
Edward "Neal" Tong
Mitch D. Buchanan
Welford "Bud" Wenk
James Chandler

MEMBERS ABSENT

OCCUPATIONS AND PROFESSIONS STAFF

William L. Brown, Executive Director
Megan Woodson, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

GUESTS

Andy Reber
Steve & Lorrie Keeney
Carson Kerr, Public Protection Cabinet Executive Advisor

CALL TO ORDER

Mr. Oerther called the meeting to order at 10:55 a.m.

MINUTES

A motion was made by Mr. Buchanan to approve the meeting minutes from September 13, 2016. Mr. Chandler seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for September 2016 was reviewed by the Board.

LICENSURE STATUS REPORT

There are currently 415 licensed Home Inspectors.

BOARD CHAIRMAN'S REPORT

No Report.

BOARD COUNSEL REPORT

Mr. Judy advised that correspondence was received from Rick Masters, attorney for Professional Learning Institute (PLI), regarding the deferral of Licensee renewals due to incorrect continuing education certificates. Mr. Judy advised that PLI has been notified to include course numbers, in the future, on continuing education certificates.

OCCUPATIONS AND PROFESSIONS REPORT

No Report.

OLD BUSINESS

The board discussed the PSA drafted by Mr. Johnson. Mr. Johnson will resend the draft to all board members for them to review and send changes back to him.

The board reviewed an email from Ralph Wirth concerning the development of the apprenticeship program.

NEW BUSINESS

Mr. Buchanan expressed concerns about Licensees having trouble communicating with the Office of Occupations and Professions when the Board Administrator is out and/or the website is down. Mr. Brown advised he has met with the Commonwealth Office of Technology about website issues that have previously occurred and the he is currently working on improving how situations like this may be handled in the future.

Mr. Johnson advised the Board that the Louisville MLS recently had a notification regarding unlicensed inspectors on their website. Mr. Johnson expressed the desire to send a letter out real estate associations regarding the issue of using unlicensed home inspectors. Mr. Johnson will draft a letter to the associations regarding this topic which will include the web link to verify a license and the Board's complaint form.

The Board briefly discussed their committee appointments and whether changes need to be made to operate more efficiently. The Board discussed having application committee members coming in a day or so before the board meeting to review applications. The Board will continue to monitor their committees for any needed changes.

NEWSLETTER COMMITTEE REPORT

Mr. Johnson advised he is currently putting together the next newsletter and will have it emailed out to board members for review within the month.

EDUCATION COMMITTEE REPORT

The Board discussed the PLI continuing education course, The Advanced Court/ Update Series, previously approved on record for 3 hours. Mr. Buchanan made a motion to change the number of hours approved from 3 hours to 14 hours as it was previously applied for. Mr. Chandler seconded the motion and it carried.

The Education Committee made the following recommendations:

- International Association of Certified Home Inspectors (InterNACHI) continuing education courses ***approved:***

<u>Course Number</u>	<u>Course Name</u>
CE-1016-001	How to Inspect for Moisture Intrusion - 3 hrs

Mr. Buchanan seconded the motion and it carried.

<u>Course Number</u>	<u>Course Name</u>
CE-1016-002	Gas Fireplace Inspections - 2 hrs

Mr. Buchanan seconded the motion and it carried.

- International Association of Certified Home Inspectors (InterNACHI) continuing education course ***denied*** as it is not applicable to the licensure laws or practice of Home Inspectors in the state of Kentucky:

1. How to Perform Residential Swimming Pool and Spa Inspections -4 hrs

Mr. Buchanan seconded the motion and it carried.

2. Infrared Thermography for Home Inspectors – 16 hrs

Mr. Wenk seconded the motion and it carried.

3. How to Run a Successful Home Inspection Business – 4 hrs

Mr. Wenk seconded the motion and it carried. Mr. Johnson was opposed.

4. How to Inspect Private Drinking Water Wells -12 hrs

Mr. Wenk seconded the motion and it carried.

APPLICATIONS COMMITTEE

The Applications Committee recommended the following:

- Nine (9) initial licensure applications *approved*.

Mr. Buchanan seconded the motion and it carried.

- One (1) initial licensure application *denied*.

Mr. Buchanan seconded the motion and it carried.

- Twenty (20) renewal applications *approved*.

Mr. Buchanan seconded the motion and it carried.

- Two (2) renewal applications *deferred*.

Mr. Buchanan seconded the motion and it carried.

- Twenty-Four (24) previously deferred renewals *approved*.

Mr. Chandler seconded the motion and it carried.

COMPLAINTS COMMITTEE

- The Complaints Committee reported the following cases are *ongoing*:
 - 2015-03
 - 2015-08
 - 2016-11

The complaints committee advised of an unlicensed person performing home inspections for compensation and recommended that a police report be filed. Mr. Buchanan made a motion to allow the Chairman to file a police report on this unlicensed person. Mr. Chandler seconded the motion and it carried.

TRAVEL AND PER DIEM

Mr. Buchanan made a motion to approve the travel and per diem for members attending today's meeting. The motion, seconded by Mr. Wenk, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, November 15, 2016 at 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Tong made a motion to adjourn at 12:32 p.m. The motion was seconded by Mr. Chandler and carried.

Minutes prepared by Megan Woodson on October 25, 2016.